



Arizona State
Board of Cosmetology

Sue Sansom, Executive Director

1721 East Broadway • Tempe AZ 85282
Phone 480.784.4539 • Fax 480.784.4962
www.azboc.gov

To: All Schools and Instructors

From: Arizona State Board of Cosmetology

The year is almost over; where has it gone?

We would like to thank you all for the easy transition into the PCS Examining. It has gone very smoothly with little trouble.

We are sending this letter to you, the **Schools and Instructors**, reminding you that you are still responsible for preparing the students for the State Board Exam. Nothing has changed in the preparation of your students. They still must show a picture ID (government issued) when signing in for the exam, and they must also have two (2) passport quality (**passport**) photos attached to their admission notices. These photos can be taken at most Walgreen's, CVS or any where passport photos are taken. **This is mandatory!** The admission notices along with the Photo's are sent to our office after the candidate has taken the exam. If the candidate does not have **PASSPORT PHOTOS** they will not be allowed to sit for the exam. In the past couple weeks there have several candidates sent away because they have not had photos or have photo other than **passport photos**. Please remember nothing has changed except that the **Photos** are attached to the admission notices that the student will receive in the mail from PCS and not an application to the Board. Please also remind the students that they are responsible for downloading the Candidate Information Bulletins (CIB's) from PCS. Please emphasize the importance of **all** the information in those Bulletins. It may be a good idea if the Schools also download that information to guide the candidates before they apply for the exam. We do not want candidates sent away...

The Board Office would like to remind all Schools to visit our Website often for changes that may occur from time to time. Changes in the Rules that went into effect June 30, 2008 should be viewed by **"ALL SCHOOLS"**. There are changes that affect curriculum for Aesthetics, R4-10-303 and Cosmetology, R4-10-304. There are also changes in Curricula Hours, R4-10-306, as well as changes in Infection Control and Safety Standards, R4-10-112 G 1&2 and O 1-4.

If you should have any questions on any of the changes in rules or what the candidates needs are for the exam, please do not hesitate to call or email Nanci or Pam.

Keep up the GREAT WORK...